



# OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE

L E A D I N G I N T E L L I G E N C E I N T E G R A T I O N

## General Position Information

**Job Title:** National Counterintelligence Officer for Cybersecurity

**Position Number:** 14386

**Position Grade:** GS-15

**Salary Range:** \$148,484 - \$176,300 (not applicable for detailees)

**Vacancy Open Period:** 06/09/2022 – 06/16/2022

**Position Type:** Cadre

**Who May Apply:** Internal ODNI Candidates

**Division:** DNI/NCSC/NCD

**Duty Location:** Bethesda, MD

**Security Clearance:** TS/SCI with CI Polygraph

**Travel Required:** 0-25% Travel

**Relocation Expenses:** For new ODNI employees, reimbursement for relocation is discretionary based on availability of funds.

**Job Interview Travel:** Candidates from outside the Washington, D.C., area may be selected for a telephone, teleconference, or in-person interview. If selected for an in-person interview, any travel or lodging will be at the applicant's personal expense.

## Position Information

This is an opportunity for:

- An internal candidate to fill a GS-15 cadre position.

## Who May Apply

For a cadre assignment:

- Current ODNI permanent cadre at the same grade as the advertised position grade may apply.

## Salary Determination

- The ODNI uses a rank-in-person system in which rank is attached to the individual. A selected ODNI candidate will be assigned to the position at the employee's current GS grade and salary.



## **Component Mission**

The mission of the National Counterintelligence & Security Center is to lead and support the U.S. Government's counterintelligence (CI) and security activities critical to protecting our nation; provide CI outreach to U.S. private sector entities at risk of foreign intelligence penetration; and issue public warnings regarding intelligence threats to the U.S.

## **Major Duties and Responsibilities (MDRs)**

Oversee ranking and prioritizing of competing requirements for additional capabilities through a transparent and accountable methodology. Support briefings to senior IC officials and other major stakeholder's collaboration progress, issues and challenges.

## **Mandatory and Educational Requirements**

Lead national counterintelligence campaigns and initiatives in the Cyber Security portfolio, to include: leading analysis, collection, and counterintelligence initiatives to identify and counter foreign intelligence threats; leading the IC in assessing progress against counterintelligence priorities and gaps; leading the development of solutions to address counterintelligence capability needs; and integrating counterintelligence into national decision making.

Lead, initiate, cultivate, and maintain productive working relationships with colleagues, experts, IC members, policy committees, and law enforcement agencies as appropriate and use these relationships to share information of interest, coordinate joint actions, and drive counterintelligence initiatives related to the Near East and Iran portfolio.

Recognize, value, build, and leverage diverse collaborative networks within the ODNI and across the IC and routinely engage IC counterparts to drive mission integration.

Develop and continually expand personal knowledge in counterintelligence and achieve a government-wide reputation as a force for integration.

Oversee ranking and prioritizing of competing requirements for additional capabilities through a transparent and accountable methodology.

Support briefings to senior IC officials and other major stakeholder's collaboration progress, issues and challenges.

## **Desired Requirements**

Demonstrated leadership skills and ability to lead interagency working groups and build coalitions with IC elements to achieve common goals.

Expert knowledge of and experience in the intelligence cycle.

Expert written, oral communication, and critical thinking skills, as demonstrated by the ability to think strategically, identify needs and requirements, develop recommendations, and evaluate outcomes against goals and objectives.

Superior interpersonal, organizational, and problem-solving skills; ability to set and execute a vision for the IC; build and leverage professional networks; and ability to work effectively both independently and in a team/collaborative environment.

Expert knowledge of IC organizations; IC mission posture, structures, capabilities, processes, and policy development.



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LEADING INTELLIGENCE INTEGRATION

Superior ability to anticipate issues relevant to the IC and United States Government and recommend/implement needed actions.

## Key Requirements and How to Apply

### Internal ODNI Candidates:

#### A complete application package must include:

- a. **RESUME:** Applicants are encouraged to carefully review the vacancy announcement, particularly the MDRs, and construct their resume to highlight their most significant experience and qualifications relevant to this job opportunity.
- b. **PERFORMANCE EVALUATIONS:** Applicants are required to provide their two most recent performance evaluations. A justification is required in the cover letter if the applicant is unable to provide the two most recent evaluations.
- c. **POSITION NUMBER:** Reference the position number in the subject line of the email and on each document submitted.
- d. **COVER LETTER:** Applicants must submit a cover letter as a supplement to the resume to elaborate on their qualifications and previous work performed.

**WHERE TO SUBMIT:** *Internal ODNI Cadre Candidates must submit an application through the classified [JobsDNI website](#).* For current employees who do not currently have access to internal systems, applications should be sent to either DNI-COO-HRM-Vacancies-Mailbox@cia.ic.gov (classified email system) or HRM-HR-OPS-VACANCY-TEAM@dni.gov (unclassified email system). Applicants experiencing technical issues may submit their application via email to either email system.

All attachments should be in Microsoft Word or Adobe PDF format.

Applications submitted through the classified email system should NOT contain classified information above the TS//SI//TK//NOFORN level.

### All Applicants:

**APPLICATION PACKAGES MUST CONTAIN ALL ITEMS LISTED ABOVE. AN INCOMPLETE APPLICATION PACKAGE WILL BE INELIGIBLE FOR CONSIDERATION.**

Your application **MUST** be received by midnight on the closing date of this announcement. Applications received after the closing date will NOT be eligible for consideration.

To verify receipt of your application package **ONLY**, you may call 703-275-3888

### What to Expect Next

The most highly qualified candidates will be referred to the hiring manager for further consideration and possible interview. We expect to make a selection within 30 days of the closing date of this announcement. Due to the large number of applications received, applicants will be contacted **ONLY** if they have been selected for an interview.



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## Agency Contact Information

ODNI Recruitment; Phone: 703-275-3888; Email: [HRM-HR-OPS-VACANCY-TEAM@dni.gov](mailto:HRM-HR-OPS-VACANCY-TEAM@dni.gov).

## Other Information

The ODNI is an equal opportunity employer and abides by applicable employment laws and regulations.

**COVID-19 Vaccination Requirement:** To ensure compliance with an applicable nationwide preliminary injunction, which may be supplemented, modified, or vacated, depending on the course of ongoing litigation, the federal government will take no action to implement or enforce the COVID-19 vaccination requirement pursuant to Executive Order 14043 on Requiring Coronavirus Disease 2019 Vaccination for federal employees. Therefore, to the extent a federal job announcement includes the requirement that applicants must be fully vaccinated against COVID-19 pursuant to Executive Order 14043, that requirement does not currently apply.

Federal agencies may request information regarding the vaccination status of selected applicants for the purposes of implementing other workplace safety protocols, such as protocols related to masking, physical distancing, testing, travel, and quarantine.

**REASONABLE ACCOMMODATIONS FOR PERSONS WITH DISABILITIES:** The ODNI provides reasonable accommodations to otherwise qualified applicants with disabilities. IF YOU NEED A REASONABLE ACCOMMODATION for any part of the application and hiring process, please notify the Reasonable Accommodation Office Representative by classified email at [DNI\\_Reasonable\\_Accommodation\\_WMA@cia.ic.gov](mailto:DNI_Reasonable_Accommodation_WMA@cia.ic.gov) by unclassified email at [DNI\\_DRA@dni.gov](mailto:DNI_DRA@dni.gov), by telephone at 703-275-3900 or by FAX at 703-275-1277 . Your request for reasonable accommodation will be addressed on a case-by-case basis.

**THIS EMAIL IS FOR REASONABLE ACCOMMODATION REQUESTS ONLY. PLEASE SUBMIT YOUR APPLICATION VIA THE EMAIL ADDRESS PROVIDED IN THE 'HOW TO APPLY' SECTION ABOVE.**